

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MISCELLANEOUS KITCHEN EQUIPMENT

ACTIVITY AND BLDG #: **White Plains MD066**

MECHANIC
SIGNATURE: 

DATE: **7/14/22**

LOCATION/RM #: **Kitchens** **wo#** **18414** **ASSET #** **425&426**

START TIME: **8:00**

FINISH TIME: **8:30**

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|---|---|---------------|-----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | Notify cafeteria operator and get permission prior to performing all maintenance. | ✓ | | |
| 2 | De-energize, lock out, and tag electrical circuits and fuel service. | | N/A | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Check with operator or manager for any deficiencies, verify cleaning program. | ✓ | | |
| 2 | Check all controls, mechanisms for proper operation; adjust as required. | ✓ | | this checklist is for the double sinks in the kitchens |
| 3 | If applicable, examine utility supply line, piping, valve packing, specialties, and insulation; look for any leaks. | ✓ | | |
| 4 | If applicable, check electric power line condition, switch, disconnect, etc.; or check condition of gas supply, valves, regulators, and inspect pilot, check for Gas leaks. | ✓ | | |
| 5 | Ensure unit is clean and in working order. Note any deficiencies. | ✓ | | |

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: